



Administrative Policies and Procedures: 18.10

Subject: **Substance Abuse Screening For Delinquent Youth in Youth Development Centers and DCS Group Homes**

Supersedes: DCS 18.10, 01/01/04

Local policy: Yes

Local procedures: Yes

Requires training: No

Applicable Practice Model Standard(s): Yes

Approved by:

Effective date: **10/01/98**

Revised date: **03/01/05**

Application

To All Department of Children's Services Facility Employees and Youth

Authority: TCA 37-5-106

Policy

Substance abuse screenings shall be utilized for delinquent youth when the facility's local policy requires, or the program staffing team requires periodic screening as an objective of a youth's Individual Program Plan (IPP). Monitoring methods shall be consistent with program needs and approved by the health care authority.

Procedures

A. Supplying urine samples

1. Youth suspected of being or having been either intoxicated or under the influence of drugs may be required by on-duty staff, with the approval of the YDC superintendent, DCS group home supervisor or designee to supply a urine sample for analysis by substance abuse screening.
2. The YDC superintendent, DCS group home supervisor or designee shall ensure that a supply of collection containers, labels are available. All test results must be maintained in the youth's master file.
3. Each sample collected must be accurately labeled with appropriate information and sealed in the presence of the youth supplying the sample. Staff and youth must initial the

label.

4. Collection of samples must be conducted in privacy and witnessed by a staff member of the same gender as the youth giving the sample.
5. The sample must be securely stored.

B. Onsite drug testing

1. The YDC superintendent, DCS group home supervisor or designee shall ensure that the facility utilizes the approved vendor on state contract or a reputable drug screening tool for the immediate screening of youth if on-site testing is performed at the facility.
2. The youth and employee collecting the specimen must verify each sample collected.
3. Drug screens must be performed by an employee that is trained in the use of specific type of screening tool.
4. This training shall be documented in the employee's training record.
5. Youth may have the opportunity to witness the test.
6. After the test is complete the results shall be made available to the youth and the results will be maintained in the youth master file.
7. All testing equipment must be disposed of properly by placing it in the infectious waste containers and disposed of as outlined in DCS policy [23.4 Waste Management and the Exposure Control Plan Manual](#). All collected waste shall be removed to an approved landfill or incinerator, either by staff or by a contracted agency as appropriate.

C. Disciplinary action as a result of substance abuse screening

1. Positive findings of a substance abuse screening may result in disciplinary action for youth. If the youth is screened based on probable cause, the youth must receive a disciplinary report if the screening results are positive.
2. If results are positive, the youth's health record should be reviewed to be certain that the positive reading was not a result of prescription medication.
3. If a youth refuses to provide a urine sample or tampers with the sample, he/she shall receive a disciplinary report for refusing to obey staff instructions or tampering with a urine

sample.

4. The youth may request a retest of the sample at a licensed medical laboratory if an on-site screen was positive. If the laboratory test is also positive, the youth will be responsible for payment of the test.

**D. Youth
Development
Center (YDC)
responsibilities**

In YDCs, early identification and treatment of substance abuse shall be identified through a standardized battery assessment. This battery will include:

1. Screening,
2. Clinical assessment,
3. Medical assessment if appropriate for substance abuse program assignment to meet the needs of the individual youth,
4. Referrals, and
5. Monitoring and drug testing.

Forms

None

Collateral Documents

None

Standards

ACA 3-JCRF-4C-24

ACA 3-JTS-4C-24-2

DCS Practice Model Standard- 6-300

DCS Practice Model Standard- 8-306